

LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES
First Floor Conference Room, Oneida County Courthouse
December 5, 2017

LRES COMMITTEE MEMBERS PRESENT: Ted Cushing/Chairman, Dave Hintz, Carol Pederson, Sonny Paszak, Billy Fried

ALSO PRESENT: Lisa Charbarneau, Jenni Lueneburg (Labor Relations/Employee Services); Darcy Smith (Finance); Mary Rideout (Social Services); Kevin Boneske (Star Journal); Evan Pretzer (Lakeland Times)

CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS

Chairman Cushing called the LRES Committee to order at 9:00 a.m. in the First Floor Conference Room of the Oneida County Courthouse. This meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and complies with the Americans with Disabilities Act.

APPROVE AGENDA

Motion by Paszak to approve agenda. Second by Pederson. All members present voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Fried to approve the minutes of November 8th as presented. Second by Paszak. All members present voting 'Aye'. Motion carried.

VOUCHERS, REPORTS AND BILLS

Motion by Fried to approve the vouchers and bills as presented. Second by Hintz. All members present voting 'Aye'. Motion carried.

YOUTH JUSTICE INNOVATION GRANT PROJECT FACILITATOR REQUEST

Rideout reports that Social Services was approved for the Youth Justice Innovation Grant which works with schools and other local authorities to deal with and improve school truancy. This grant will be combined with Vilas County. Rideout will be hiring an LTE to run this program and funds will be available through December 31, 2018. Fried voiced his comments and concerns over the coordination and use of the grant dollars, stating he doesn't want this to duplicate the current efforts happening in the community with truancy. Rideout reassured Fried that much research and coordination has gone into this program already and a program like this is much needed in Oneida and Vilas Counties. Motion by Cushing to approve the staffing request for the Youth Justice Innovation Grant Project Facilitator. Second by Paszak. All members present voting 'Aye'. Motion carried.

UW EXTENSION AGENT CONTRACTS FOR 2018

Charbarneau reports that Corporation Counsel Brian Desmond is currently reviewing the contracts with the UW Regional Director and this topic will be brought to the next LRES meeting for further discussion.

UW EXTENSION ADMINISTRATIVE SUPPORT DISCUSSION/RESOLUTION

Charbarneau states that UW Extension wishes to make staffing changes, so there is one full-time and one part-time administrative support positions at the Rhinelander UW Extension office. Charbarneau says more information will be brought to the next LRES meeting for discussion with the hopes that any resolution the Committee agrees to can be brought to the January County Board meeting. Further discussion held on funding.

HIGHWAY EQUIPMENT OPERATOR/MECHANIC VACANCY REVIEW APPEAL

Charbarneau reports that a Mechanic/Equipment Operator position is now vacant at the Highway Department. Stefonek/Highway Commissioner is requesting a waiver of the six-month waiting period due to needing this position for snowplowing and mechanic needs. The position is vacant due to the previous employee resigning from their position. Brief discussion held. Motion by Cushing to approve the Highway Equipment Operator/Mechanic vacancy review appeal. Second by Paszak. All members present voting 'Aye'. Motion carried.

HIGHWAY DEPARTMENT RESTRUCTURE

Charbarneau reports that a Highway Assistant Patrol Super Intendent resigned to start different a job. Stefonek has used this staffing change as a chance to review the supervisory structure of the Highway Department. Stefonek is now asking to eliminate one supervisory position and reclassify two Equipment Operator positions to Lead positions, with one working in the AM shift and one working in the PM shift. Charbarneau says these would be "working supervisor" positions that will take care of scheduling, meeting with management, rotating being on call and making sure work gets done. Stefonek feels that even with losing a position, with having two working supervisors, it will allow for better management of teams and they would still be able to get more work done then before. This change will save the county money, add more supervision to road crews, and create efficiencies. Smith reviewed the fiscal impact statement for the proposed restructure. In-depth discussion held on the portion of the proposal to move Superintendents and Highway Commissioner to 40 hour per week grade levels. Charbarneau notes that the Superintendents and Commissioner put alot of hours in each week and it is appropriate to pay them based on a 40 hour work week. Hintz discussed his concerns with salary/exempt positions being looked at as hourly for pay purposes. Paszak and Cushing both provided input on the large number of hours being worked by Highway Management due to the large workloads. Paszak notes that turnover has been high at the Highway shop due to employees leaving for better paying jobs elsewhere, and feels the county will need to look at the wages set for the Highway positions in the future in order to be competitive in the labor market. Charbarneau discussed two proposed options. Both options include eliminating a patrol superintendent, creating two lead positions and moving the Highway Commissioner and two superintendents up a grade level. The first option moves the Commissioner and Superintendents to a new a higher grade level and keeps them at the same steps and the second option moves the Commissioner and Superintendents to a higher grade level and next nearest step based on their current salary. The first option would have a net cost savings of \$24,230 and the second option would have a net cost savings of \$42,234. Further discussion held. Motion by Cushing to approve the Highway restructure as presented , using the second proposed option with a cost savings of \$42,234, and forward on to the County Board for approval. Second by Paszak. All members present voting 'Aye'. Motion carried. Committee agrees for Charbarneau to move forward with gathering signatures for the resolution so that the resolution can be heard at the December County Board meeting.

PAID TIME OFF

Charbarneau reports this topic is not ready for discussion and will be moved to the next LRES meeting.

2018 LRES DEPARTMENT LONG RANGE PLAN

Charbarneau discussed the draft 2018 LRES Department Long Range Plan. Discussion held on how the plan was designed and how Charbarneau determined which topics should be listed in the plan. Motion by Cushing to approve the 2018 LRES Department Long Range Plan as presented and for the current plan to be reviewed in order to combine the short-term and long-term items. Second by Pederson. All members present voting 'Aye'. Motion carried.

VOLUNTEER POLICY

Charbarneau discussed the draft Volunteer Release and Waiver presented to the Committee for review. If approved, this would be signed by all volunteers of Oneida County in order to limit the legal liability of Oneida County on volunteers. Discussion held. Motion by Hintz to approve the Volunteer Policy and Release as presented. Second by Pederson. All members present voting 'Aye'. Motion carried.

ANTI-BULLYING POLICY

Charbarneau discussed the draft Anti-Bullying Policy created and would like the Committee to review and approve this policy. Fried inquired why a policy is needed, rather than simply adding the wording to the Employee Handbook. Charbarneau explained that in legal situations, a judge will usually ask if a policy exists and Charbarneau wants to ensure that a separate policy is in place to protect the county. Brief discussion held. Motion by Cushing to approve the Anti-Bullying Policy as presented. Second by Fried. All members present voting 'Aye'. Motion carried.

CLOSED SESSION

Motion by Fried, second by Paszak to adjourn into closed session pursuant to Section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility (Topics: Equipment Operator Compensation, Community Health Specialist compensation, Land Use Specialist compensation); and Section 19.85 (1)(d) for considering strategy for crime detection or prevention (Topic: Security); and Section 19.85(1)(f) for considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have a substantial adverse effect on the reputation of the person referred to in such data. (Topic: Closed session minutes of 10/26/17 meeting).

Roll call vote taken with all voting in the affirmative. Motion carried. Committee went into closed session at 9:57 a.m.

Staff present in closed session: Charbarneau, Lueneburg, Smith

RETURN TO OPEN SESSION

Motion by Hintz to return to open session. Second by Paszak. Roll call vote taken with all voting in the affirmative. Motion carried. Returned to open session at 10:08 a.m.

Motion by Cushing, second by Hintz to start a new Equipment Operator at Grade G, Step 2 (\$17.27/hr).

Motion by Cushing, second by Fried to start a Community Health Specialist at Grade J, Step 2 (\$21.94/hr).

Motion by Cushing, second by Pederson to start a Land Use Specialist at Grade I, Step 2 (\$20.38/hr).

Cushing reports that in closed session, the Committee approved the closed session minutes of October 26th and the Committee discussed possible strategies for crime prevention.

FUTURE MEETING DATES

December 20, 2017 at 9:00 a.m.

LRES Committee meeting

December 5, 2017

FUTURE AGENDA TOPICS

UW Extension Agent contracts

Paid Time Off

PUBLIC COMMENTS

None

ADJOURNMENT

Motion by Cushing to adjourn meeting. Second by Paszak. All members present voting 'Aye'. Motion carried. Meeting adjourned at 10:12 a.m.



Ted Cushing, Chairman

12/20/17
Date



Jennifer Lueneburg, Committee Secretary

12/20/17
Date